

# Quality Enhancement Support Scheme

**Progress Report**

**Project No. : 08/QESS/2013**

Reporting Period : From September 2014 (month/year) to February 2015 (month/year)

## Part A

Project Title : Teacher Competency Framework and related outcome-based professional development programme for teachers of self-financing post-secondary education sector

Name of Grantee : Federation for Self-financing Tertiary Education Limited

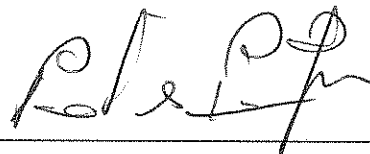
Project Period : From September 2013 (month/year) to August 2016 (month/year)

## Part B

Please use separate A4-size sheets to report the progress with regard to the following aspects:

1. Types and brief descriptions of Project activities held/completed during the reporting period (*the information may be presented in the form of a table*).
2. The dates, time, venues and number of participants / beneficiaries of Project activities held, and resources (e.g. equipment, manpower) used for the implementation of Project activities.
3. Project milestone(s) and deliverables attained at the end of the reporting period and evidence showing the attainment of milestones and deliverables.
4. The percentage, in terms of key tasks, of the Project completed at the end of each reporting period.
5. Project variation\*, if any, during the reporting period, together with details and justifications

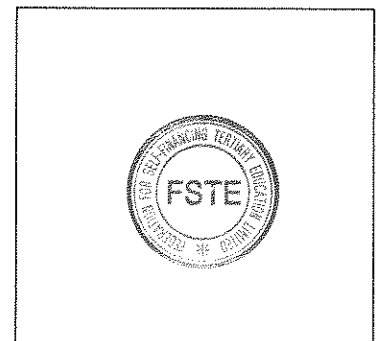
Signature of Authorised Person : \_\_\_\_\_



Name of Authorised Person : Professor YUEN Pok-man, Peter

Position of Authorised Person : Chairman, FSTE

Date : 31 MAR 2015



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\* A separate written application should be submitted to the Grantor for prior written approval.

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## 1. Project activities held/completed during the reporting period

Dates, time and venues	Brief descriptions of activities and resources used for implementing the Project *	Number and types of participants (if applicable)
September 2014	<p>Evaluations and feedbacks of the structure programmes conducted in August were analysed to review the training needs of participants. Results reveal that the most urgent training needs of participants clustered in three areas.</p> <ul style="list-style-type: none"> <li>➤ Assessment of student learning, in particular the design of assessment to match the learning outcomes of a course/programme;</li> <li>➤ Curriculum design of courses and programmes; and</li> <li>➤ Facilitating student learning, in particular in helping those students with low motivation to learn</li> </ul> <p>The Teacher Competence Framework is being revised to reflect the training needs of sub-degree teachers. Additional structure programmes on curriculum knowledge, course design and assessment with both conceptual knowledge and practical skills will be launched in the coming months.</p>	NA
November 2014 to February 2015	<p>A collaborative approach professional development programme was piloted to identify the problems and difficulties in sub-degree teaching and the most effective way to help teachers.</p> <p>Two groups of teachers, each teaching similar subjects, one group in English Language and the other in Business related subjects, at sub-degree level were formed to discuss their difficulties and help required in context.</p> <p>Each group had 4 meetings during the period and problems were identified while participants were contributed solutions. The ideas were summarized while participants might adopt and follow up in the next session.</p> <p>(Notes of meeting and suggested readings were attached)</p>	20 practitioners participated in the collaborative professional development programme

\* Evidence showing the attainment of milestones scheduled for completion during the reporting period should be attached (e.g. photos, learning materials, webpage screens, promotion leaflets / posters, relevant reports, etc.).

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2. The percentage, in terms of key tasks, of the project completed at the end of the reporting period

Milestones scheduled for completion during the reporting period **	% attained	Remarks
✓ Enhancement of the Teacher Competency Framework and the related professional development programme and further consult stakeholders	100%	
✓ Pilot run of the revised professional development programme, for consultation	100%	
<b>Overall Project</b>		
** Please seek prior approval from the Education Fund Secretariat if the project milestones cannot be completed at the end of the reporting period.		

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3. Project variation (a separate written application should be submitted to the Education Fund Secretariat for prior written approval.)

Descriptions of variations (e.g. change of the project scope or duration, deferral of completion date, relocation of an amount exceeding 10% between items of expenditure in the budget)	Date of approval sought from Education Fund Secretariat
N/A	N/A

4. Financial position as at the end date of the reporting period

Expenditure items	Approved budget (a)	Committed or actual expenditure (b)	Balance [(a)-(b)]
a. Manpower	1,800,000	828,000	972,000
b. Equipment / facilities	596,000	95,750	500,250
c. Services	177,000	117,000	60,000
d. General expenses	240,000	21,514.2	218,485.8
e. Others	50,000	0	50,000
<b>Total</b>	<b>2,863,000</b>	<b>1,062,264.2</b>	<b>1,800,735.8</b>
<i>Project Income (if any)</i>			<i>Nil</i>
<i>Total Balance</i>			<i>1,800,735.8*</i>

*\*An amount of \$216,000 received from structured programme enrolment fees will be contributed by FSTE and excluded in the total balance.*